



Feversham First Steps
Day Nursery

Transition Policy

September 2015

At Feversham First Steps Day Nursery our aim is to work in partnership with parents, other settings and lead practitioners to ensure transition periods are as smooth and trouble free for children as possible

To facilitate transition our objectives are,

Home to Nursery Transition:

- Children and parents are encouraged to visit for some sessions before the child officially begins attending a session.
- Parents are encouraged to stay until the child is ready to separate.
- Separation is increased steadily over a period of days/weeks as appropriate for the needs of the child.
- Information is shared about the child's interests and routine between parents and key worker. Children are given A "This is me" form to fill in giving details about their preferences and routine at home.
- A key worker system is in place.
- Parents are given regular information about their children both informally/formally throughout the year. This is through their own personal weekend (routine) books, newsletters, parents evening's and information evenings.

Nursery Transition between the rooms:

- Children and parents are encouraged to visit/ look around the next room for some sessions before the child officially begins attending a session in the next age group.
- The current key person will take the child into the next room on their first visit; the new key person will also visit the child in their current room a few times to get to know the child and develop an attachment.
- The child will then increase the time spent in the next room over a week and transition after a week unless the child needs more time.
- Information is shared about the child's interests and routine between the rooms. There is also a settling in routine for filled out each time the child does a transition visit
- Children are given A "This is me" form to fill in giving details about their preferences and routine at home.
- A key worker system is in place.
- Parents are given regular information about their children both informally/formally throughout the year. This is through their own personal weekend (routine) books, newsletters, parents evening's and information evenings.

Nursery to Primary Transition:

- Parents and Children are encouraged to attend workshops at the primary school.
- Primary staff is encouraged to visit the nursery and meet the children.
- Key workers and children request to visit the school and meet the children's class teacher
- 'Going to school' becomes a context of learning.
- The children have a weekend book to take onto to primary school to share/talk about.
- Nursery staff prepare the Tracker and 'This is me' booklet to be taken to school for the child to give their teacher

This policy was adopted on	Signed on behalf of the nursery	Date disseminated to staff	Date for review
05.10.15	Charlotte Ward Manager		September 2016